

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
October 17, 2005

PRESENT: LEON METHOT, VICE CHAIRMAN; HELEEN KURK, SELECTMAN; DONNA M. OSBORNE, SELECTMAN; JOSEPH M. FIALA, SELECTMAN

TOWN ADMINISTRATOR: Gregory C. Begin, Interim
RECORDING SECRETARY: Cherry Palmisano

GUESTS: Chuck Metcalf, Frank Campana, Chief Richards, Carl Knapp, Terry Knowles, Sharon DeStefano, Jon Osborne, Forrest Esenwine, Ginger Esenwine, Gene Bilodeau, Richard Butt, Tom Green, William F. Tiffany, Newell Bailey Jr., Tim Maskiell, D. Hewey Sr., Robert DeStefano, Nicholas Brown

6:34 Vice Chairman Leon Methot called the meeting to order.

1. PUBLIC PARTICIPATION – Mr. Jon Osborne, Transfer Station Manager, presented a list of proposed changes around the transfer station to the Board. Mr. Osborne has discussed some of these proposed changes with Carl Knapp, but they do not agree on all the changes. Mr. Osborne would like to see a boxholder for leaflets with information and fees involved with the Transfer Station. The facility to ship the iron to will no longer accept anything containing oil so Mr. Osborne proposes hiring a part-time helper to help remove the oil among other duties. Selectman Fiala feels there should be a fee involved if a resident disposes an item without first removing the oil. Mr. Osborne would like to change the entrance and proposes it should become one way traffic. He discussed painting direction arrows for residents to easily understand new traffic patterns and the removal of the center island to help direction flow. Mr. Osborne discussed different options available to change the hours of operation of the Transfer Station to better serve residents. Selectman Kurk questioned all the work being able to be completed in the timeframe of the new schedule. Mr. Osborne invited the Selectmen to come down on a Saturday to view how busy the Transfer Station becomes. Selectman Fiala questioned the condition of the exit road and improvements they could make.

2. PARC – Mr. Chuck Metcalf stated he was in favor of the Cutting Blade for a three year contract. Mr. Metcalf asked the Board to decide where the money goes in the budget, after the contract is signed, because how it is currently done is confusing. The Board will discuss a better plan for the budget and lawn care.

Mr. Metcalf informed the Board Purington Field has not been used this year because they are trying to reestablish the grass. Mr. Metcalf is concerned with the possibility Purington Field could be getting major use before it is ready because of the WMS construction. From PARC standpoint as well as WAC they are really trying to get Purington as a playable field. Several meetings ago PARC decided to ask BOS for \$3,000 from Capital Reserve to get the field playable. Mr. Metcalf is requesting to spend up to \$3,800 to get the field playable for the spring. Selectman Osborne asked what the field needs. Mr. Metcalf said the infield where they are running the bases needs work and they are looking at mixing the infield with other material to help rise up the field. They would like approval so they will be able to do the work before time runs out. Selectman Kurk

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spoke with Harry Wetherbee and he said doing this kind of mixture would be a good idea and a good long term solution and she supports this work which needs to be done. Selectman Kurk discussed the fence being buried and pressure treated wood being added. Selectman Kurk informed Mr. Metcalf Mr. Wetherbee has topsoil for third base that PARC can have. Chris Bolton also has top soil. Selectman Kurk would like to make the cost \$4,000 to make sure things are corrected properly. It was discussed there is \$15,000 left in the fund. Selectman Osborne questioned Mr. Knapp as to whether he has the time to help with the field. Mr. Knapp said he cannot commit to it at this time. Mr. Metcalf said his request did not include Mr. Knapp doing any work done there and is based on the proposal he received. Selectman Kurk said the dugouts need some attention and could this be a volunteer project. Mr. Metcalf is not sure at this time. It was discussed there is a need for juggling the field schedules around to see how they can be used effectively. Selectman Kurk would like the work to be done responsibly so it does not have to be revisited.

Selectman Kurk moved, Selectman Osborne seconded to authorize PARC to expend up to \$4,000 for Purington Field. Passed 4-0-0.

Selectman Fiala asked Mr. Metcalf if he feels the bid from Cutting Blade included Bolton Field. It was discussed it was included.

The budget of the lawn care will be discussed with the joint meeting with PARC and BOS.

Mr. Arthur Townes would like to ask the Board to go into a non public for the best interest of the town on a few issues concerning #403-19 subdivision. Mr. Townes has certain issues which need to be discussed and is concerned with reputations. The Board discussed holding a meeting later in the evening.

Mr. Frank Campana would like the Board to distinguish the differences between Committee Items and Public Participation.

3. PROVIDENT INSURANCE CO – Chief Richards discussed the reduction in insurance benefits with Bob Christensen. Chief Richards has received proposals for supplemental insurance. Mr. Tom Green, from Provident Insurance, stated the program he represents works with workman's compensation. Mr. Green says the program he proposed to Chief Richards covers all on call fire fighters, covers all members, auxiliary members, and all activity from the Fire Department. The plan covers anything which has been authorized by Chief Richards, coverage starts as soon as the emergency alarm sounds until the person returns to their own activity. There is no preexisting conditions clause, death benefit pays \$100,000, and \$10,000 to any child who is left behind from a firefighter, disability will coordinate with this coverage. Mr. Green listed many surrounding towns Provident Insurance works with; Vice Chairman Methot mentioned New Boston just signed up as well. Vice Chairman Methot asked what will the coverage cost, different options discussed \$100,000 death benefit \$5,766.66 basically .60 per day/per person. A 3 year plan, renewable annually would cost \$5,800 which would include everyone on the roster from Chief Richards which is based on 50 people. Vice Chairman Methot stated it is not a whole lot of money. Selectman Kurk questioned Chief Richards about the current benefits they have now in conjunction with this plan. Chief Richards budgeted \$400 a year in the past under dues. Selectman Kurk and Vice Chairman Methot feel this is necessary to protect our volunteers and firefighters. The Board will discuss further how this will be decided, if a Warrant Article is needed or the Selectmen can authorize. Selectman Kurk asked if there are other company's. Mr. Green says he represents other company's and feels Provident is the best because they offer a lifetime benefit and most companies have limited benefit. Mr. Green will supply references to the Board if needed. Selectman Kurk stated this cannot be approved now because of funding issues it will have to come up at Town Meeting in a separate article.

4. TOWN ADMINISTRATOR SEARCH COMMITTEE DISCUSSION – Mrs. Terry Knowles wanted to bring the Board up to date on the TA Search. The Committee met with Hopkinton's Town Administration and they are going to Hancock this week. They would like to send out the want ad tomorrow. Mrs. Knowles contacted the Local Government Center and tonight is the deadline to place the ad, deadline for closure for candidates is November 11, 2005. Mrs. Knowles asked the Board if they had any changes in the ad before they publish it. Selectman Kurk mentioned the Board would like the position to have a vehicle but they cannot offer the vehicle at this time until they figure out how to obtain the vehicle, but the Board does agree the position should have a vehicle. Selectman Kurk said she appreciates the work from the Town Administrator Search Committee. Selectman Fiala feels when they go through the official candidate interviews the Committee will professionally represent the town. There will be a script so everyone will be asked the same questions. Selectman Osborne asked if all the applicants will be run by the Board. Mrs. Knowles said the way it was planned out is the committee will interview and present the final 3 candidates to the Board. Selectman Kurk asked Mrs. Knowles if they could possibly adjust their schedule to coincide with the Town and Government Magazine. Mrs. Knowles asked if they post want ads on the Town website. Selectman Kurk said to send the ad to Tina Pelletier and post it on the cable channel as well. Chief Begin asked if there will be an application to send out. The Board feels the applicants sending in a letter and resume will give us an idea of their writing skills and then when the final choices have been made send those candidates out an application. It was discussed there should be a background check and credit check because the Board will rely on the Town Administration for some good financial advice. Chief Begin said after the conditional offer is made then they will be required to go under a criminal check as well as a credit check. The Board thanked the committee for their efforts. Selectman Fiala asked what other outlets would be used for the ad. It was determined the ad would be posted at Local Government Center, The Union Leader, The Concord Monitor, Town and Government Magazine, Nashua Telegraph, Primex, Weare Website and Cable Channel, and the Local paper.

5. PUBLIC WORKS DIRECTOR – Mr. Carl Knapp presented the salt quotes to the Board. Mr. Knapp stated he has no sand at this time and he always mixes the salt with sand. Selectman Kurk asked how many tons are needed. Mr. Knapp stated they need 2,700 tons with a total of \$120,000 for salt. He received two bids from Granite State in Portsmouth for \$44.79/per ton and one from Eastern Salt Company in Chelsea, MA for \$58.74/per ton. The difference in quotes is for the trucking costs. Mr. Knapp said they can go with Granite State and buy one truck load from Eastern which leaves an avenue for getting more salt if Granite State runs out. There are 30 tons in a truck load of salt. Mr. Knapp needs action from the Board and is recommending \$44.79 from Granite State for 2,700 tons estimated and have the Board sign the one from Eastern for a small amount.

Vice Chairman Methot moved, Selectman Osborne seconded, to authorize the Road Agent to purchase salt from Granite State Minerals at \$44.79/per ton and Eastern Salt Company at \$58.74 per ton. Passed 4-0-0.

Selectman Fiala asked if there are any roads which do not get salted. Mr. Knapp said unpaved areas do not get salt but high traffic areas get more salt.

Mr. Knapp informed the Board the well in the center of town is out to bid. Mr. Knapp met with the water engineers and they are now proposing to drill the town its own well instead of hooking the town up to the school well. Mr. Knapp has some suitable places in mind to place the well. They couldn't really come up with a way to drill the well for the school and then tie the town into it. It was discussed the current well pump still be able to supply the Fire Dept. The school will take care of the cost of one well and the town will pay for one

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well. Selectman Kurk mentioned the well being drilled over in the corner by the gazebo. They have drafted an easement for the school to have a well on the town property surrounding the gazebo.

Mr. Knapp stated winter hours are now in effect at the Transfer Station.

Mr. Knapp informed the Board he needs to send the truck out to bid and the money is already in the CIP for it. Vice Chairman Methot said the CIP balance is \$234,000 balance. Selectman Kurk asked Mr. Knapp if he is working through the CIP process for this. He said it is already in there but he is asking to send it in now instead of in the spring. This isn't future money it is money that has been saved for this purpose.

Mr. Knapp informed the Board the scrap metal pile is cleaner and the revenue will be greater. They need to buy a roll off can for \$8,000 for a 50 yard roll off. Mr. Knapp informed the Board the Loader, which is a CIP item that he didn't anticipate replacing now, has to be replaced. Mr. Knapp will talk with the CIP subcommittee on these items. Selectman Fiala asked what was wrong with the loader. Mr. Knapp said it does not move, it is a 1972 and they bought it used 10 years ago. Selectman Kurk asked if they will be buying used again. Mr. Knapp said it would be cost effective to purchase the loader new because there are so many discounts offered through municipalities and because of the warranty. Selectman Kurk asked if Mr. Knapp has had any success in hiring a truck driver at a salary of \$11.50 an hour.

6. WELFARE OFFICER – Ms. Donna Meuse informed the Board the Welfare budget is running under budget. She budgeted with Putnam Fuel and pre-bought 1,500 gallons at \$1.74 a gallon. Ms. Meuse told the Board she had to pay a lot of rents this month. Selectman Kurk asked if the renters have to pay back the money. Ms. Meuse said with the Welfare law they can't always be forced to pay back the money.

Ms. Meuse has been informed the Goffstown Food Pantry will not be serving the Weare Community anymore. They are currently servicing 20 Weare Families. Ms. Meuse said most pantries only offer a food pantry once a month. Goffstown is a Food Bank and we are only a small pantry. Ms. Meuse contacted the High School for a food drive and the donations will be split between the Weare and Henniker Communities. Goffstown will be a great loss because they have capabilities Weare does not have. Selectman Kurk asked if people on food stamps still come to the food bank. Ms. Meuse said the people that really do come to them are really needy and need food. Ms. Meuse said she is strict on the job searches. Selectman Kurk asked if in some cases the people who get town assistance also perform volunteer work. Ms. Meuse said the problem is most cases in town are confidential and she would rather see people out there looking for jobs instead of performing community service. It was discussed if these people were to volunteer they would have to be covered under our insurance. Selectman Kurk asked if these people are actively looking for jobs in a reasonable amount of time. Ms. Meuse said we do not have to offer welfare assistance if they don't qualify.

Ms. Meuse reminded the community there will be a flu shot clinic on Saturday, November 5th from 10-1 at the Health Fair being held at Center Woods Elementary School. The food pantry is in need of tuna fish, soups, personal care products, animal food and they were just able to purchase a freezer through cash donations so they can now collect meat. The food panty is in need of turkeys and hams for Thanksgiving and they are storing canned goods. The pantry receives food donations from the Boy Scouts, Girl Scouts, Churches, Post Office, Schools, and organizations. Selectman Osborne said the landlords need to do credit checks on tenants to make sure they can pay their rent. After 3 months Ms. Meuse requests new applications and updates.

Vice Chairman Methot moved, Selectman Kurk seconded, to enter into nonpublic session @ 8:15 p.m. pursuant to the authority granted in RSA 91-A:3II(c). A roll call vote was taken. Selectman Osborne – yes, Selectman Kurk - yes; Selectman Fiala - yes; Vice Chairman Methot - yes. Passed 4-0-0.

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7. PUBLIC HEARING – Vice Chairman Methot opened the Public Hearing at 8:38 p.m. to receive information and testimony for the Fire Department to receive Fire Act Grant money in the amount of \$31,669.00

Chief Richards said this is a grant for communications equipment they applied for in 2004 and received a rejection notice. They were notified there was still money available so they reapplied. The grant is for \$31,669.00 and requires a match of \$3,119.00 which they have in the CIP for radio equipment. It was discussed this way already approved. The only thing that was not included is the physical tower. Chief Richards met with R&R they are trying to set the tower so in the future the Police Department could possibly use the tower as well.

8. PUBLIC HEARING – Vice Chairman Methot opened the Public Hearing at 8:43 p.m. to receive information and testimony for the Fire Department to accept a building at 752 S. Stark Highway to be used as a training site

Chief Richards was approached months ago to accept this residence for use in fire training. Chief Richards has met with some obstacles but since then he has received approvals. The owner will need to obtain an asbestos abatement. The property will be used for live fire training to burn and the responsibility to clean up the site will be the owner's. Certified State Instructor's will be on site during the training burn. Selectman Fiala asked for some of the reason's they were discouraged. Chief Richards said there were some residents complaining about the property being destroyed. Selectman Kurk asked what kinds of cost could be incurred by the town. Chief Richards stated none other than training costs. Chief Begin said unless they use Police Officers for traffic. Chief Richards spoke about using CERT people for traffic control. Chief Richards feels this would be beneficial training within the town. Selectman Fiala feels using CERT people for traffic control is good experience.

9. PUBLIC HEARING – Vice Chairman Methot opened the Public Hearing at 8:47 p.m. to receive information and testimony for the Fire Department to receive a Safe Neighborhood Grant from Wal Mart in the amount of \$666.00

Chief Richards said he received a call from Wal Mart asking what the Fire Department could use. Chief Richards requested digital cameras and received a quote from Ritz Camera to purchase two Minolta E500 cameras in the amount of \$660.

10. PUBLIC HEARING – Vice Chairman Methot opened the Public Hearing at 8:49 p.m. to receive information and testimony for the Fire Department to receive as a donation of a rescue raft from money that was raised from the Fire Association with an estimated value of \$3,100.00

Chief Richards said this is more of an ice unit used for rescue which Chief Kendericks went and researched the use of this item and asked questions. Selectman Kurk asked for future cost for repairs. Chief Richards said there should be no additional cost because the unit has a patch kit in case of a hole.

11. PUBLIC HEARING – Vice Chairman Methot opened the Public Hearing at 8:51 p.m. to receive information and testimony for the Fire Department to receive as a donation of a camper trailer from Fred Mansfield to use for training purposes with an estimated value of \$5,000.00

Chief Richards would like to use this trailer for smoke training at his training site located at the Transfer Station. Chief Richards said there will be no cost to the tax payers and stated his men get paid 24 hours each year for training. This is a reasonable estimate of value of the trailer.

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Vice Chairman Methot closed all the Public Hearings at 8:55 p.m.

Vice Chairman Methot moved, Selectman Kurk seconded, to accept the Fire Act Grant for radios in the amount of \$31,669 and to authorize the expenditure of up to \$5,000 for matching funds from the CIP. Passed 4-0-0.

Vice Chairman Methot moved, Selectman Osborne seconded, to accept the building located at 752 S. Stark Highway for fire training under the condition an asbestos abatement is obtained. Passed 4-0-0.

Vice Chairman Methot moved, Selectman Kurk seconded to accept the Safe Neighborhood Grant from Wal Mart in the amount of \$666.00 to purchase two digital cameras. Passed 4-0-0.

Vice Chairman Methot moved, Selectman Osborne seconded, to accept the donation of a rescue raft from money that was raised from the Fire Association with an estimated value of \$3,100.00. Passed 4-0-0.

Vice Chairman Methot moved, Selectman Fiala seconded, to accept a camper trailer for training purposes with an estimated value of \$5,000. Passed 4-0-0.

Chief Richards stated there were no bids needed to purchase the radios. Chief Richards would like to get the towers up before the snow, staying within the easements near the cisterns.

12. OPEN BIDS FOR HEATING OIL, DIESEL, GASOLINE & PROPANE FOR 2006 – No bids.

The Board discussed being able to go around for the best price, and possibly being able to cut a deal with a past fuel supplier. Selectman Kurk asked what we could do to become more cost effective and stated she has seen lights left on. Vice Chairman Methot mentioned talking with Chip Meany about getting quotes from electricians to rewire some of the switches. Selectman Kurk hopes we can move forward with replacing the windows and remove the air conditioners. Chief Begin will speak with Malcolm Wright about removing the air conditioners.

13. AWARDING OF LAWN CARE MOWING BID –

Selectman Fiala moved, Vice Chairman Methot seconded, to accept the Lawn Care Bid from Cutting Blade for a 3 year contract. Passed 4-0-0.

The Board discussed trees growing in the fire pond; Chief Richards will obtain a price from Cutting Blade for an additional price to remove the trees and brush. The Board said they should have a discussion for the Parks and Grounds budget line. Selectman Fiala is very much in favor of the 3 year contract not only because of the price but because of the quality of service they received in the past from Cutting Blade. Selectman Kurk asked if this goes into the default budget.

14. MANIFESTS

Vice Chairman Methot moved, Selectman Kurk seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated October 20, 2005. Passed 4-0-0.

Accounts payable	\$93,252.07
Gross Payrolls	<u>\$24,697.98</u>
Total	\$117,950.05

15. ADMINISTRATIVE REPORT – Chief Begin said Merry Rice contacted all the Committees and Organizations in the phone book to schedule meetings with the Board and to get their meeting schedules. Vice Chairman Methot requested Merry Rice type a schedule and/or contact information for each meeting scheduled.

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16. CORRESPONDENCE – Vice Chairman Methot stated Paul Morin resigned from the Southern New Hampshire Planning Commission and a thank you letter needs to be sent.

The Board received a request from Cemetery Trustees to fill an open position, which is normally an elected position, because of a recent death. Robert Gordon is willing to accept the position.

Vice Chairman Methot moved, Selectman Kurk seconded to appoint Robert Gordon to fill a vacancy on the Cemetery Trustees until the March election in 2006. Passed 4-0-0.

The Board discussed the need for an additional Deputy Treasurer. Selectman Kurk asked why they needed to have two Deputy Treasurers. It was discussed the Treasurer is only in town half the year and puts extra pressures on the Deputy Treasurer. The Board needs to inform Jan Snyder of this position before it can be finalized. Selectman Kurk would like to know if Robert Hatfield has been trained for this position.

Vice Chairman Methot received an email from Paul Morin to appoint Craig Francisco to the Planning Board as an alternate.

Vice Chairman Methot moved, Selectman Kurk seconded to appoint Craig Francisco as an alternate to the Planning Board for a 3 year term. Passed 4-0-0.

The Board discussed the Town Report bid specifications stating the date to get the Town Report and the Mailer for delivery is February 20, 2006. Delivery of the Town Report will be no later than February 23, 2006 so we can have them to the voters for the March vote. The camera ready needs to be in for January 26, 2006. Vice Chairman Methot said the bids can go out with those changes. Selectman Kurk wants to make sure they discuss things with the school so they know the deadlines. Chief Begin will contact Jim Crane at the SAU.

It was discussed the School doesn't want to set up inspections with a 3rd party review. Town ordinance states the plan needs to go out for a 3rd party review. Due to time constraints and finances they don't want to do this. Chip Meany came up with a plan for inspections on the school. This will be discussed at the next meeting.

Selectman Kurk stressed the importance of getting the Citizens Corp going and said Chairman Buono is willing to spear head. Selectman Kurk reminded the Board there has been \$15,000 awarded and we will lose it if we do not act on this. Selectman Kurk said we need to get Paul King in for an update and is glad to see he will be involved with the fire training.

Selectman Kurk has some questions regarding payroll and payables. The Board will discuss this further with Tina Pelletier on November 7, 2005.

The Board of Selectmen and the PARC will be having a meeting on Tuesday, October 25th.

The Selectmen would like to remind residents of their next Coffee Hour to be held at the Safety Complex on Wednesday, October 26th from 6-8 p.m. Both Chiefs will be present.

Vice Chairman Methot said there was a need to meet with the Cable Committee, possibly on Thursday the 20th at 6:30 or 24th Monday at 6:30. Selectman Osborne will contact the Cable Committee and then get back to the Board on the date.

Chief Begin received schedules from some of the Clubs and Organizations in town and it was discussed one or two Board members will attend some of the meetings. It will be discussed at the next meeting.

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The Board discussed the opening of the stone wall at 49 Quaker Street. Mr. Ken Gregg has already received the approval of the Planning Board for the second entranceway to his property.

Selectman Kurk moved, Vice Chairman Methot seconded to approve the opening of the stone wall not to exceed 20 feet in width with driveway specifications, by Ken Gregg at 49 Quaker Street, upon approval from Carl Knapp. Passed 3-0-1 Selectman Osborne abstained.

Chief Begin discussed the Twin Bridge Intersection and said he went out there with Carl Knapp. Vice Chairman Methot mentioned possibly placing rumble strips at the end of the road. Chief Begin said they will be adding another sign and possibly be installing a blinking light.

Vice Chairman Methot moved to adjourn at 9:55 p.m. Passed 4-0-0.

17. ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary